



New Jersey Department of Environmental Protection  
Division of Water Quality  
Bureau of Nonpoint Pollution Control  
P.O. Box 029  
Trenton, NJ 08625-0029  
Tel: 609-633-7021 / Fax: 609-984-2147  
[www.state.nj.us/dep/dwq/nonpoint.htm](http://www.state.nj.us/dep/dwq/nonpoint.htm)



# **CERTIFICATION FORM**

## **STORMWATER POLLUTION PREVENTION PLAN (SPPP) PREPARATION, IMPLEMENTATION AND ANNUAL CERTIFICATION FOR INDUSTRIAL STORMWATER PERMITS**

### **A. NJPDES Permit and Facility Information**

1. This form may be used to satisfy the certification requirements for the following permits:

- ☐ **Basic Industrial Stormwater General Permit (NJ0088315)**
- ☐ **Concrete Products Manufacturing General Permit (NJ0108456)**
- ☐ **Scrap Metal Processing/Auto Recycling General Permit (NJ0107671)**
- ☐ **Hot Mix Asphalt Producers General Permit (NJ0132721)**
- ☐ **Newark Airport Complex General Permit (NJ0134791)**
- ☐ **Concentrated Animal Feeding Operations General Permit (CAFO) (NJ0138631)**
- ☐ **Mining & Quarrying General Permit (NJ0141950)**
- ☐ **Individual Industrial Stormwater Permit**

2. NAME OF FACILITY:	
3. NJPDES No.:	4. PI ID No.:
5. EFFECTIVE DATE OF PERMIT:	6. CERTIFICATION DUE DATE:

### **B. Applicable Certifications**

1. Please check which certification you are submitting.

- ☐ **SPPP\* Preparation Certification**  
(Certifies that the SPPP was prepared in accordance with permit conditions)
- ☐ **SPPP\* Implementation Certification**  
(Certifies that the SPPP was implemented in accordance with permit conditions)
- ☐ **Annual Certification**  
(Certifies that an annual inspection was conducted and SPPP evaluated in accordance with permit conditions)

\* For CAFO Permits, Comprehensive Waste Management Plan (CWMP)

## C. Certification Statements

1. "I certify under penalty of law that this form and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete.

"I certify that the facility is in compliance with its Stormwater Pollution Prevention Plan (SPPP) or Comprehensive Waste Management Plan (CAFOs only), and the NJPDES Permit (checked in Section A. above) except for any incident(s) of noncompliance which are identified herein. For any incident(s) of noncompliance, the attached report identifies the steps being taken to remedy the noncompliance and to prevent such incident(s) from recurring.

"I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for purposely, knowingly, recklessly, or negligently submitting false information."

2. Is a **Drainage Control Plan** attached? (if applicable) ☐ **YES** ☐ **NO**  
3. Is an **Incident of Noncompliance Report** attached? ☐ **YES** ☐ **NO**  
4. Is a **BMP Report** attached? (Newark Airport Operators only) ☐ **YES** ☐ **NO**

## D. Signatory Requirements

See attached Certification Form instructions for specific signatory requirements.

NAME (Please Print): \_\_\_\_\_ TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## E. Where to Submit

Send the original signed Certification Form to:

New Jersey Department of Environmental Protection  
Division of Water Quality  
Bureau of Nonpoint Pollution Control  
PO Box 029  
Trenton NJ, 08625-0029

Do not submit the actual SPPP with this Certification, unless otherwise specified in the permit. The SPPP and a **copy** of the Certification Form, and any Incident of Noncompliance Report(s) are to remain onsite, available for review. Additional information and forms can be obtained on the Bureau's website at [www.state.nj.us/dep/dwq/nonpoint.htm](http://www.state.nj.us/dep/dwq/nonpoint.htm) or by telephone at (609) 633-7021.

## **CERTIFICATION FORM INSTRUCTIONS**

This Certification Form replaces the certification forms required by the following NJPDES stormwater permits:

**Basic Industrial Stormwater General Permit (NJ0088315)**  
**Concrete Products Manufacturing General Permit (NJ0108456)**  
**Scrap Metal Processing/Auto Recycling General Permit (NJ0107671)**  
**Hot Mix Asphalt Producers General Permit (NJ0132721)**  
**Newark Airport Complex General Permit (NJ0134791)**  
**Concentrated Animal Feeding Operations (CAFO) General Permit (NJ0138631)**  
**Mining & Quarrying General Permit (NJ0141950)**  
**Individual Industrial Stormwater Permits**

Additional copies of the Certification Form and Instructions can be downloaded from [www.state.nj.us/dep/dwq/nonpoint.htm](http://www.state.nj.us/dep/dwq/nonpoint.htm) or obtained by contacting the Bureau of Nonpoint Pollution Control (BNPC) at (609) 633-7021.

### **SECTION A - NJPDES Permit and Facility Information**

1. Place a checkmark in the box corresponding to the appropriate stormwater permit that your facility is authorized under. The name of the permit can be found on the permit authorization page. If you cannot locate your facility's permit authorization page, you may obtain a copy by contacting the BNPC at (609) 633-7021.
2. Provide the name of the facility. If the name of the facility has changed submit an Administrative Update Form along with the Certification Form.
3. Provide the facility's NJPDES Permit Number as it appears on the permit authorization page. All NJPDES permit numbers for facilities authorized under a general permit will begin with **NJG** and is different from the NJPDES Permit Number assigned to the master general permit.
4. Provide the PI ID No. as it appears on the permit authorization page.
5. Provide the effective date of permit, as it appears on the permit authorization page.
6. Provide the certification due date. The certification due date is the date or calendar quarter and year, that the certification is due. The due date is based on either the Effective Date of Permit Authorization (EDPA), the Effective Date of Permit (EDP), or may be a specific date specified in the permit.

**TABLE 1 – Certification Due Dates**

	<b>SPPP Preparation Certification Due Date</b>	<b>SPPP Implementation Certification Due Date</b>	<b>Annual Certification Due Date</b>
<b>Basic Industrial Stormwater General Permit (NJ0088315)</b>	Within six 6 months from EDPA	Within 18 months from EDPA	Due by the end of the calendar quarter assigned in the authorization page and annually thereafter
<b>Concrete Products General Permit (NJ0108456)</b>	Within 6 months from EDPA	Within 24 months from EDPA	Due 36 months from EDPA and annually thereafter
<b>Scrap Metal Processing General Permit (NJ0107671)</b>	Within six 6 months from EDPA	Within 18 months from the EDPA	Within 30 months from the EDPA, and annually thereafter
<b>Hot Mix Asphalt Producers General Permit (NJ0132721)</b>	Within six 6 months from the EDPA	Within 24 months from EDPA	Due 36 months from EDPA and annually thereafter
<b>Newark Airport Complex General Permit (NJ0134791)</b>	New Operators - Within 6 months from EDPA	New Operators - Within 18 months from EDPA Otherwise, 12 months from the effective date of renewal authorization	New Operators - Within 12 months from EDPA and annually thereafter, Otherwise 24 months from the effective date of renewal authorization and annually thereafter
<b>CAFO General Permit (NJ0138631)</b>	March 1, 2004	March 1, 2006	February 1st of each year, beginning 48 months from EDP
<b>Mining &amp; Quarrying General Permit (NJ0141950)</b>	Within 6 months from EDPA	Within 18 months from EDPA	Due 30 months from the EDPA
<b>Individual Industrial Stormwater Permit</b>	Permit specific – see permit for details	Permit specific – see permit for details	Permit specific – see permit for details

## SECTION B – Applicable Certifications

1. Check the appropriate box to indicate which certification is being submitted. A facility may check multiple boxes if they are indicating that a SPPP has been both prepared and implemented concurrently.

Newly constructed facilities may be required to certify that a SPPP has been prepared and implemented at the time the Request for Authorization is submitted to the Department. A facility may use this Certification Form and check multiple boxes to satisfy this certification requirement.

## SECTION C – Certification Statements

1. Please carefully read the certification to ensure that you fully understand what you are certifying and that it is a true and accurate statement.
2. Certain permits require the submission of a Drainage Control Plan (DCP) along with the SPPP preparation certification. Please check the box if a Drainage Control Plan is attached to this Certification Form.

**TABLE 2 – Drainage Control Plan Due Dates (unless otherwise specified)**

	<b>Drainage Control Plan (DCP) Due Date</b>
<b>Concrete Products Manufacturing General Permit (NJ0108456)</b>	Within 6 months from EDPA, submitted with the Certification Form
<b>Hot Mix Asphalt Producers General Permit (NJ0132721)</b>	Within 6 months from EDPA, submitted with the Certification Form
<b>Mining &amp; Quarrying General Permit (NJ0141950)</b>	Within 6 months from EDPA, submitted with the Certification Form

### Notes and Abbreviations

(EDPA) means the effective date of permit authorization

3. Please check the box if an Incident of Noncompliance Report is attached to this Certification Form. The Incident of Noncompliance Report must identify the steps being taken to remedy the noncompliance and to prevent such incident(s) from recurring. An Incident of Noncompliance Report form may be downloaded at <http://www.state.nj.us/dep/dwg/forms.htm#stormforms>.
4. For operators authorized under the Newark Airport General Permit (NJ0134791) a BMP Report must be submitted along with the Stormwater Pollution Prevention Plan Preparation Certification and the Stormwater Pollution Prevention Implementation Certification. Please check the box if a BMP Report is attached.

## SECTION D – Signatory Requirements

1. FOR A CORPORATION: a “responsible corporate officer” or duly authorized representative. A “responsible corporate officer” is (i) a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision making functions for the corporation; or (ii) the manager of one or more manufacturing, production, or operating facilities employing more than 250 persons or having gross annual sales or expenditures exceeding \$25 million (in second-quarter 1980 dollars), if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.

FOR A PARTNERSHIP OR SOLE PROPRIETORSHIP: a general partner or the proprietor, respectively, or duly authorized representative.

FOR A MUNICIPALITY, STATE, FEDERAL OR OTHER PUBLIC AGENCY: either a principal executive officer or ranking elected official, or duly authorized representative.

A “responsible corporate officer,” general partner, proprietor, principal executive officer of a public agency, or ranking elected official may assign his or her signatory authority for this Certification to a duly authorized representative, which is a named individual or generic position (e.g., plant manager, operator of a well or a well field, superintendent) having overall responsibility for facility/site operation or the company’s or public agency’s environmental matters, by submitting a letter to the Bureau of Nonpoint Pollution Control stating said authority and naming the individual or position.

## **Incident of Noncompliance Report Form**

**This form may be completed and submitted for any incidents of noncompliance identified in a facility's annual report and certification. A separate form must be completed for each incident.**

### **A. NJPDES Permit and Facility Information**

1. Indicate which NJPDES permit your facility currently has:

- ☐ Basic Industrial Stormwater General Permit (NJ0088315)  
☐ Concrete Products Manufacturing General Permit (NJ0108456)  
☐ Scrap Metal Processing/Auto Recycling General Permit (NJ0107671)  
☐ Hot Mix Asphalt Producers General Permit (NJ0132721)  
☐ Newark Airport Complex General Permit (NJ0134791)  
☐ Concentrated Animal Feeding Operations General Permit (NJ0138631)  
☐ Mining & Quarrying General Permit (NJ0141950)  
☐ Individual Industrial Stormwater Permit

2. NAME OF FACILITY:	
3. NJPDES No.:	4. PI ID No.:
5. CONTACT	6. TELEPHONE NUMBER

### **B. Incident of Noncompliance**

1. Describe Incident of Noncompliance (include date of incident occurrence)

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2. Steps taken to remedy noncompliance and to prevent incidents from reoccurring

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### **C. Signature of Person Responsible for this Report**

NAME (Please Print): \_\_\_\_\_ TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_